

Spelling

- Every a gets 'a' 'u'
- Except last q gets a 'ua'
- **chAUtAUqUA**
- MUD abbreviation: chatQ
 - Lisa invented it ask her

CHAUTAUQUA



- Who to worry about
- What to worry about
- When to worry about it

Who to Know

- Know your people
 - Trust the Producer (and Lisa too @)
 - MUD + Phone + node operators
- Know your players
 - The live line-up
 - Speakers and their material
- Know your route
 - Site network paths
 - Wide area network paths
 - Names + phone + pager + email + boss

Worry this

- Now what you WANT to see & hear
- Now what you DO see & hear
- Now what remote sites see & hear
- Look at your Screen
- Use the Mud & Back Channel
- Look at remote screen shots

Not Microsoft Windows

- Methods for up/down
 - Size on side
 - Drag to place
 - Drag off
 - Close
- Remote questions
 - Train MC to identify



Times to think

- Building the Grid
 - Layout of physical pieces
- NanoCruiseS
 - Have them early and often
- MegaCruise
 - Avoid weekends for the final run
- MC Training
- Presenter 1:1 chats
 - Get a feel for what they think they are doing
- Countdown
- Breaks in day

What you really want to hear

- Be ready with isolation solution
- Don't give up the mic
- Trust your instincts
- Don't panic
- Use all your senses (twice)

Make life easier for all

- Use ChatQ timezone as absolute
- PowerPoint naming convention
 - Short & sweet
 - Avoid long web paths
 - Avoid weird caPItaliZAtiOn
 - Always have slides in same path
 - http://scv.bu.edu/slides/
 - Use common monikers
 - TUE-01.ppt

Make life easier for you

- Have backup hard disk
 - Install dual systems
 - Display (win2K)
 - Audio/Video (Linux)
 - Control (Win98 for now)
 - Use Ghosting tools
- **SPARE PARTS**
 - Batteries
 - Connectors
 - Gaff tape
 - Motrin

Systems are people too

- Remember AG Systems Security
 - System Patches
 - Turn off unnecessary Services
 - Vulnerabilities come from stuff you don't need
 - Virus Protection
 - We are using too much PowerPoint

Solutions to disaster

- Agenda as it happens
 - Post speaker name and PPT on MUD
 - Only need to know start to next break
- "Click to talk" @ UKY
- MC and wireless mic @ BU
- SoX goes bye-bye @UKY
- Facility Outage @ ANL
- Beware the backhoe (somewhere)
- Artists and Technology @BU



Local Presenter



Local Screen Shot



VCR Capture





Remote Screen Shots

Boston University

Remember to have Fun

Surprise the audience by asking the speaker a question

